Bibliographic Control of Web Resources:
A Library of Congress Action Plan

Draft Charge for Action Item 5.1, Phase One
ALCTS/ALISE Task Force on Educational Needs

1. **Leadership**

   Lead Person: Beth Picknally Camden (University of Virginia), Chair, CCS
   Committee on Education, Training and Recruitment for Cataloging (CETRC)

   Membership: Two individuals from ALISE (to be chosen pending advice from
   Arlene Taylor); Andrea Stamm (Northwestern University), member, CCS CETRC;
   Helena M. VanDeroef (Lucent Technologies), Chair, SS Education Committee; Two
   individuals from ALCTS Education Cte. (to be chosen pending advice from Peggy
   Johnson (University of Minnesota. One might be Diane Baden (NELINET), member,
   ALCTS Education); Carol Hixson (University of Oregon), Chair, PCC Standing
   Committee on Training; Judy Cannon (Library of Congress), LC Technical
   Processing & Automation Instruction Office.

   Principal Investigator: Ingrid Hsieh-Yee (Catholic University of America SLIS)

2. **Points of convergence with other action items in the plan**

Action item 5.1 is related to action item 5.3, which involves education/training in the use
of metadata standards. There will need to be some coordination between the 5.1 and 5.3
groups.

3. **Establish secretariat**

None needed.

4. **Identify sources of funding**

Library of Congress. See also #8.

5. **Identify consultants.**

Not applicable. Principal investigator to serve as consultant to the ALCTS/ALISE joint
task force.

6. **Draw up budget and submit requests for funding**

Dr. Hsieh-Yee will require funds for her work as PI. The funds will cover the cost of an adjunct to teach one of her Catholic University SLIS courses during the spring semester. See also #8.

7. Articulation of the action item

The LC Action Plan has six goals: to provide appropriate training and education to improve bibliographic control of Web resources; to increase the number of standard records available for Web resources; to enhance access to and display of these records across systems; to collaborate with metadata standards groups; to develop automated metadata tools; and to support research and development on metadata and interoperability. The attainment of the subsequent five goals rests upon a successful outcome of the first—that is, proper training and education for the bibliographic control of Web resources.

In recent years, the needs for continuing education and revised curricula for technical services have increased dramatically, in part because fewer organizations provide educational opportunities for technical services skills, and in part due to rapid and continual shifts in the environment in which technical services operate. In response, ALCTS has articulated a strong commitment to continuing education and mandated a deeper and more encompassing educational program. For this reason it is appropriate and timely that ALCTS take a lead role, in strong collaboration with ALISE, to accomplish LC Action Plan item 5.1, which reads as follows:

> 5.1 Address educational needs through improved curricula in library and information science schools and through continuing education for cataloging practitioners by: promoting consensus on determination of "Core Competencies;" devising training in the two areas of "Mind set and values" and "Managing operations;" developing Toolkits; and identifying other mechanisms to meet these needs.
> **Priority:** Near-term/High

8. Define task components of the action item

8a. The ALCTS/ALISE joint task force is charged to request Dr. Hsieh-Yee to prepare a model curriculum for cataloging and continuing education. The proposal should focus on teaching cataloging and metadata to both new and practicing librarians, with special emphasis on the competencies, skills and values listed in action item 5.1. The proposal should recommend specific changes and additions to existing library school curricula and continuing education programs. It should cover the period through 2005 and contain the following sections:

Executive Summary
Proposal for Cataloging Curricula and Continuing Education Program
     Introduction (e.g., background, needs assessment, related work)
     Rationale and significance of the program

Objectives of the program
Program components
 (e.g., curricula, institutes, workshops, Web-based training)
Timeline
Contributions by individuals and organizations
 (funding and other resources)
Budget
Budget narrative
Plan for program evaluation

8b. The ALCTS/ALISE joint task force is charged to respond to, and revise as necessary, Dr. Hsieh-Yee's proposal and forward its approval of the proposal and its recommendations for how the proposal ought to be operationalized. The recommendations should address the questions of how to persuade North American library schools to adopt the proposed curricula and how to implement the proposed continuing education program on a national level.

8c. The ALCTS/ALISE joint task force is charged to submit the enhanced proposal to the ALCTS Task Force on the LC Action Plan. Following that review, the joint task force will submit the proposal to the ALCTS Board for comment and approval. Following ALCTS Board acceptance, the joint task force will submit the proposal to the LC Director for Cataloging. Following approval of the proposal by ALCTS and LC, the ALCTS/ALISE joint task force and the PI will be discharged. It is anticipated that ALCTS will work with ALISE and LC to assemble an implementation group with representatives and/or funding from all three groups.

9. Due dates for completion of the task components and the deadline for completion of the action item, including periodic reports to the ALCTS Task Force on the LC Action Plan.

Activity	Who	Finish
Convene joint task force	TF on LC Action Plan	February 2002
Draft proposal	Ingrid Hsieh-Yee	By ALA Annual?
Review proposal	ALCTS/ALISE joint task force, TF on LC Action Plan	1 month after submittal?
Finalize proposal	Ingrid Hsieh-Yee	October 2002?
Enhance proposal with recommendations to operationalize; submit for first review	ALCTS/ALISE joint task force, to TF on LC Action Plan	November 2002?
Approve proposal	TF on LC Action Plan	2 weeks after submittal?
Submit program proposal	ALCTS/ALISE joint task force, to ALCTS Board	1 month after receiving comments?
Approve proposal	ALCTS Board	ALA Midwinter 2003?
Discharge jt. task force &PI	TF on LC Action Plan	ALA Midwinter 2003?
Secure funding; appoint implementation group	ALCTS Board	February-March 2003?

10. Communications plan

The chair of the TS on the LC Action Plan will set up and maintain a listserv with an archive for use by the ALCTS/ALISE joint task force.

The ALCTS/ALISE joint task force is further charged to keep the library community informed of its activities through submission of updates to appropriate newsletters and through reporting at ALA meetings. The chair of the joint task force is responsible for keeping cataloging practitioners and educators informed of the joint task force's activities.

KSC
LC-Action-5-1.doc
12/5/01